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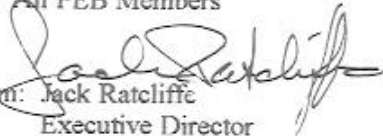


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PHILADELPHIA

FEB Memorandum 97-48, February 18, 1997

To: All FEB Members

From:   
Jack Ratcliffe  
Executive Director

Subject: 1997 FEEA Scholarship Program

Included with this memo are the eligibility and application procedures for the 1997 FEEA Scholarship Program. This program yearly distributes thousands of dollars to federal employees and/or members of their families in furtherance of their education.

Please make this information available to members of your workforce.

Thanks for your continued cooperation and support.

## 1997 FEEA Scholarship Program Eligibility and Application Procedures

- ✓ **Only civilian** federal and postal employees and their dependent family members (spouse/child) may apply.  
Adult children and other relatives are eligible if claimed as dependents on the employee's tax return.  
Active duty military members and civilian/military retirees are **not** eligible nor are their dependents.
- ✓ **Must** have three (3) years of federal service by August 31, 1997.  
Past active duty time will count if included in service comp. date on Standard Form 50.  
Provide Standard Form 50 whether you are APPLYING or SPONSORING a spouse or child.
- ✓ **Must** provide a Standard Form 50 (SF50)/Notice of Personnel Action or equivalent no older than January 1995.  
Employee receives form anytime there is a change in pay status, duty station, etc.  
May be obtained from personnel office. Photocopies acceptable.  
If applicant is a federal employee, the employee's own SF50.  
If applicant is a dependent of a federal employee, the employee's SF50 must be included.
- ✓ **All** applications must be postmarked by May 30, 1997. Only transcript will be accepted after this date.
- ✓ **All** applicants must have a 3.0 Grade Point Average (GPA) on a 4.0 scale.  
Must have 3.0 overall, or a 3.0 for the last full year of school.  
Provide a transcript of your grades, including last full year of school and most recent semester.  
Photocopies acceptable. Must be received by FEEA by June 14, 1997.
- ✓ **All** applicants must be a student working toward an accredited degree; enrolled or planning to enroll in a 2 or 4 year post secondary, graduate, or post graduate program.  
DEPENDENTS must be FULL-time students.  
EMPLOYEES may be part-time students. (School determines part-time status.)
- ✓ **All** applicants must provide a written recommendation/character reference from a supervisor/co-worker, community leader, teacher, or counselor. Recommendation must be submitted with application.
- ✓ **All** applicants must list and briefly describe awards and/or extracurricular/community service activities on a separate page.  
Provide enough information so what you actually did is clearly understood.
- ✓ **All** applicants will need to provide two self-addressed #10 business-size stamped envelopes.  
First will be used to acknowledge receipt of your completed application.  
Second will be used to provide results of competition. All applicants will be notified by August 31, 1997.
- ✓ **All** applicants will need to submit a typed, double-spaced essay on the topic: How should government set the balance between combating civil violence and guaranteeing civil liberty? Explain. Essay must not exceed 2 pages.
- ✓ **High school** seniors only, optional for all other applicants:  
Provide copies of American College Testing (ACT) or Scholastic Aptitude Testing (SAT), or other entrance examination scores as applicable.
- ✓ **Please do not bind pages with staples or tape.**
- ✓ **Please mail materials unfolded in a 9"x 12" envelope.**

*The FEEA Scholarship Program is made possible by you and your fellow employees' contributions to FEEA, pledge #1237 in the CFC and, in part, by a contribution from the Blue Cross and Blue Shield Association.*



## 1997-98 FEEA SCHOLARSHIP APPLICATION

ALL APPLICATIONS FOR A FEEA SCHOLARSHIP FOR THE 1997-98 SCHOOL YEAR MUST BE POSTMARKED BY MAY 30, 1997. ONLY THE TRANSCRIPT WILL BE ACCEPTED AFTER THE DUE DATE.

*Photocopies of this application are acceptable. Please do not fold or bind pages with staples.*

Please check each box to ensure that your application is complete:

- ☐ **Essay Topic:** "How should government set the balance between combating civil violence and guaranteeing civil liberty?" Explain your answer. (Essay must be typed, double spaced, and not exceed 2 pages)
- ☐ Written recommendation/character reference from a supervisor/co-worker, community leader, a teacher or counselor.
- ☐ Most recent transcript covering last full year of school. **Current year's grades from most recent semester or quarter must also be included (Fall '96).** Report cards and photocopies are acceptable.  
Check here if transcript is being mailed separately by the school. ☐  
(If checked, must be received by FEEA by 6/14/97)
- ☐ List and briefly describe awards and/or extracurricular/community service activities on a separate page.
- ☐ Copies of American College Testing (ACT) or Scholastic Aptitude Testing (SAT), or other entrance examination scores as applicable. Required for high school seniors, optional for all other applicants.
- ☐ Two (2) self-addressed, #10 business size envelopes with first class postage properly affixed.
- ☐ A Standard Form 50 (Notice of Personnel Action) no older than 1/95. If student is a federal employee, the employee's own SF 50. If student is a dependent of a federal employee, the employee's SF 50 must be included.

**Please complete the following. Incomplete applications will not be considered.**

Student's Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Social Security Number \_\_\_\_\_ Home Telephone #:( ) \_\_\_\_\_

Federal Employee's Name: \_\_\_\_\_  
Relationship to Applicant: ☐ Father ☐ Mother ☐ Spouse ☐ Self ☐ Other \_\_\_\_\_  
Federal Agency Name: \_\_\_\_\_  
Federal Employee's Work Telephone #:( ) \_\_\_\_\_  
Length of Federal Service: \_\_\_\_\_ Duty Station: \_\_\_\_\_

Applicant's Grade Point Average. (Must have 3.0 overall, or a 3.0 for most recent school year on a 4.0 scale): \_\_\_\_\_

College/University (attending or planning to attend): \_\_\_\_\_

Class Status, Fall term 1997: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Graduate

**All of the above materials (except transcript - if necessary) must be postmarked no later than May 30, 1997, to:**  
FEEA Scholarship Award, Suite 200, 8441 W. Bowles Ave., Littleton, CO 80123-3245

